

**DRAFT**  
**STATE OF UTAH CONSOLIDATED PLAN FORMAT 2005**

- I. Executive Summary
- II. Public Participation Program Description
  - 1. Program Description
  - 2. Focus/working Group Description including membership, objectives, outcomes, local official involvement, etc
  - 3. 30 day comment period results, including hearing dates, input received, responses to input
- III. Plan Process Development and Distribution of Funds Methodology
  - Determination of how the plan is developed
  - Rating and Ranking Processes
- IV. Planning Assessment
  - 1. Where have we been in this planning process over the last 5 years and what have we accomplished.
  - 2. Current Assessment: where are we now? (Use maps, charts, tables, etc.)
    - A. Homelessness
    - B. Special Needs Assessment
    - C. Housing Assessment (windshield survey)
      - 1. Quality Status
      - 2. Housing Type Assessment
      - 3. Accessibility Determination (see database for subsidized housing)
    - D. Community Development (All infrastructure)
    - E. Economic Development
  - 3. Future Plan: What needs to be done?
  - 4. How will we accomplish tasks?
  - 5. When will they be done? (Long Term, short term goals)
- V. Outcome Measurement Analysis
  - 1. Expected Homelessness outcomes
    - Ex. persons moved into transitional housing, persons obtaining long-term employment and training, persons moved into permanent housing and other items contained in the CofC.
  - 2. Expected Special Needs Outcomes
    - Ex. New increments of services provided, persons in programs with services not currently served
  - 3. Expected Housing Outcomes
    - Ex. People moving into homeownership, persons/families no longer overcrowded, persons with improved housing conditions, additional capacity of staff, number of new housing units created
  - 4. Expected Community Development Outcomes
    - Ex. Low income persons with improved quality of life ie: improved water service, transportation, libraries, community services, literacy improvements, at risk youth moved into education/training programs, services provided not previously provided, persons moved out of domestic abuse situations, etc.
  - 5. Expected Economic Development Outcomes

Ex. Persons previously underemployed with increased incomes, persons unemployed with permanent employment, persons receiving employment training and job placement, loans made to low income persons in start up businesses, etc.

- VI. Needs Assessment
  - Listed by community and county
    - Capital Investment Strategies
    - Partnership Development
  - What other funding sources can be development and utilized
- VII. Regional Analysis
  - What can be done on a regional basis to deal with needs across community and county boundaries ie; homelessness, training facilities, special needs housing, etc.
- VIII. Priority Assessments with Milestones
  - 1. Basis for Priorities (Strategies)
  - 2. Impediments for accomplishing priorities
  - 3. Long-term priorities (3-5 Year Assessments)
  - 4. Short-term Priorities (1-2 Year Assessment)
- IX. Evaluation Methodology
  - Monitoring Success

# STATE OF UTAH CONSOLIDATED PLAN FORMAT 2005

## Executive Summary

Summary of demographics including minority characteristics and extent of poverty, overall regional economy including unemployment rates, housing overview including the degree of homelessness and the result of capital investment planning for community development needs in addition to a determination of all special needs.

Priority Statements and performance measures (Identification of methods for determining priorities and the methods for evaluating performance measures)

Housing Needs (Including homelessness and Continuum of Care)

Economic Development Needs

Community Development Needs

New Five Year Action Plan for 2005-2010

One Year Action Plan for 2005 with outcomes and milestones

## Public Participation Program Description

- Program Description
- Focus/working/scoping group and any other outreach efforts to involve the public and other interested agencies and individuals in the development and outcomes of the plan. including membership, objectives, outcomes, local official involvement, etc
- 30 day comment period information and results  
Including hearing dates, publication documentation and all public relations and notification efforts with the media, input received, responses to input

## Plan Development Process and Distribution of Funds Methodology

- Process definition of plan development
- Rating and Ranking Process
- Definition of the process of setting the criteria
- Weighting Process explanation
- Evaluation of the effect of the process to be used in the next funding round
- Expected Conclusions
- Applicant Input into the process

## Planning Components

- Evaluation of the accomplishments of the last 5 years related to the planning priorities established in the 2000 plan and its annual updates
- *Baseline Determination*(Current Assessment): where are we now? (Use maps, charts, tables, etc.)
  - Homelessness
    - Homeless Count
    - Regional Continuum of Care summary
    - Priorities for funding
    - Shelters present in the region
- Special Needs Assessment

Identification of special needs housing present in the community  
Housing and services for the mentally ill  
HIV/AIDS  
Domestic abuse shelters (children and adults)

Needs assessment  
Priority of needs

- Housing Assessment
  - Windshield & Survey Evaluation
    - Housing Quality Analysis (single and multiple family)
      - New (Newly constructed (one year) or under construction)
      - Acceptable (No visible signs of deterioration)
      - Deteriorated: Some repair needed ie: roof, siding, paint chipping, limited structural problems
      - Dilapidated: Uninhabitable (may still be inhabited)
        - Significant structural problems, replacement candidate
    - Housing Type
      - Multiple Family Rental
        - Multi-story
          - Elevator Present
        - Single Story
      - Accessible Units (Interview required)  
(see attached for detail of information needed)
      - Multiple Family Owner Occupied  
(condominiums)
      - Single Family
        - Owner Occupied
        - Rentals (estimate)
        - Accessible (windshield only, ramps present)

Number of housing Units Overall (Listed by type)

Housing needs Analysis and Prioritization

- Single Family Rehabilitation
- Single Family New Construction (Self Help, Habitat, subdivision development)
- Multiple Family Rehabilitation
- Multiple Family New Construction

- Community Development
  - Infrastructure evaluation: Current Status, problem assessment
    - Water, sewer, Storm drainage evaluation
    - Community Facilities (community centers, senior centers, libraries, museums)
    - Public Safety (Including prevention projects for youth)
    - Public Services (List by Type)
    - Transportation
    - Planning and growth management
    - Accessibility (Section 504)
    - Parks and Recreation

- Capital Investment Plans for communities
- Prioritization of needs
- Economic Development
  - Revolving Loan Programs (All areas of the state)
  - Smart Site Development
  - Regional Strategic Planning
  - Partnership Development
  - ED infrastructure development
- Future Plan: What needs to be done?
  - How will we accomplish tasks?
  - When will they be done? (Long Term and short term goals with milestones)

### **Outcome Measurement Target Analysis** (Also see appendix I)

All priorities must contain an outcome measurement assessment related to its five-year plan.

Target Determination: What needs to be accomplished

Baseline Determination: Brief summary of the Current Assessment (See *Planning Component* section above)

Direct Gain: Benefit to be derived, improvements, outcome

#### Expected Homelessness outcomes

Ex. transitional housing developed persons no longer in shelters, persons obtaining long-term employment and training, persons moved into permanent housing and other items contained in the CofC.

#### Expected Special Needs Outcomes

Ex. New increments of services provided, persons in programs where services were not previously provided

#### Expected Housing Outcomes

Ex. People moving into homeownership, persons/families no longer overcrowded, persons with improved housing conditions, additional capacity of staff, number of new housing units created

#### Expected Community Development Outcomes

Ex. Low income persons with improved quality of life ie: improved water service, transportation, libraries, community services, literacy improvements, at risk youth moved into education/training programs, services provided not previously provided, persons moved out of domestic abuse situations, etc.

#### Expected Economic Development Outcomes

Ex. Persons previously underemployed with increased incomes, persons unemployed with permanent employment, persons receiving employment training and job placement, loans made to low income persons in start up businesses, etc.

### **Needs Assessment**

Listed by community and county

Capital Investment Strategies

Partnership Development

What other funding sources can be development and utilized

### **Regional Analysis**

Regional Priorities tied to Rating and Ranking Process

Regional solutions to deal with needs across community and county boundaries i.e.; homelessness, training facilities, special needs housing, etc.

**Regional Priority Assessments with Milestones**

Basis for Priorities (Strategies)

Impediments for accomplishing priorities

Long-term priorities (3-5 Year Assessments)

Short-term Priorities (1-2 Year Assessment)

**Evaluation Methodology**

Monitoring Success

Outcome Measures Evaluation Methodology

**Consolidated Plan Milestones**

Housing Quality and Type Windshield Survey Draft Completed.....June 1, 2004

Draft Housing Plan (with special needs housing and homeless, CofC) completed and submitted to the state.....Sept. 1, 2004

Draft Community and Economic Development Plan.....Sept. 1, 2004

Final Consolidated Plan completed and submitted.....Dec. 1, 2004

(The final plan must have had a public hearing and a 30 day comment period prior to Dec. 1, 2004)

## **APPENDICES:**

### Appendix I:

#### Additional Performance Measure Examples

Percent of persons with special needs becoming employed as a result of the provision of special training facilities and services

Reducing the number of homeless persons by 10% from 167 to 150 through providing a transitional housing projects and services.

Decrease the number of underemployed persons through providing jobs with higher wages through a revolving loan program.

Decrease the number of unemployed single female heads of households from 78 to 62 (20%)

Reduce the percentage of unemployed persons from 6% to 4%.

Percent decrease in the number of domestic abuse cases reported to police

Number of persons getting out of domestic abuse situations

Increment of increase of additional services provided to disabled persons

Percent increase in the number of lower income persons served by public improvements not served previously (Water, sewer, curb/gutter/sidewalk)

## Housing Assessment

### Windshield & Survey Evaluation

#### Housing Quality Analysis (single and multiple family)

**New** (Newly constructed (one year) or under construction)

**Acceptable** (No visible signs of deterioration)

**Deteriorated:** Some repair needed ie: roof has some obvious surface problems including rolling and flaking shingles and likely needs to be reroofed, siding is broken or slipping or falling off, even if it is just a small amount (10%) of the siding is effected, paint is chipping and excessively weathered, broken glass in windows, but the home has limited structural problems with the foundation, roof, or walls. To be deteriorated the home may have one of these conditions or multiple conditions. These are the homes that need minimal to moderate rehabilitation.

**Dilapidated:** Uninhabitable (may still be inhabited), cracks in the foundation, structural problems with the roof beyond shingle replacement, such as sagging roof lines, broken window frames, significant siding is falling off that may have resulted in water damage, door frames broken or adjare. The home may have one of these observable conditions or multiple conditions in order to qualify as dilapidated. These are the homes that will need major rehabilitation or complete replacement.